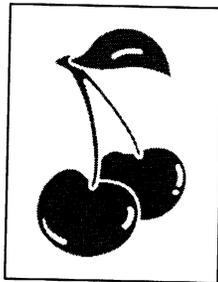


2013 BUDGET

CITY OF CHERRY HILLS VILLAGE



2450 E. Quincy Avenue
Cherry Hills Village, CO 80113

Study Sessions – October 2 & 16, 2012
First Reading – November 20, 2012
Second Reading – December 11, 2012

REVENUE, EXPENDITURE & PROPERTY TAX SUMMARY BY FUND

	2012 BUDGET	2013 BUDGET	% CHANGE
GENERAL FUND			
Property Assessment (000's)	\$ 300,757,410	\$ 301,972,720	
Property Tax Mill Levy	7.300	7.300	
Property Tax Revenues	\$ 2,195,529	\$ 2,204,401	
Total Revenue	\$ 5,642,338	\$ 5,947,205	
Total Appropriation	\$ 5,642,338	\$ 5,947,205	5.40
CAPITAL FUND			
Total Revenue	\$ 330,940	\$ 303,012	
Total Appropriation	\$ 4,029,200	\$ 991,925	-75.38
WATER & SEWER FUND			
Total Revenue	\$ 25,262	\$ 25,262	
Total Appropriation	\$ 344,967	\$ 153,767	-55.43
CATHERINE H. ANDERSON LAND DONATION FUND			
Total Revenue	\$ 1,850	\$ 2,000	
Total Appropriation	\$ 620	\$ 620	0.00
CONSERVATION TRUST FUND			
Total Revenue	\$ 50,200	\$ 50,250	
Total Appropriation	\$ 15,000	\$ 35,000	133.33
SPECIAL IMPROVEMENT DISTRICT (SID #7)			
Total Revenue	\$ 131,362	\$ 95,852	
Total Appropriation	\$ 157,947	\$ 83,369	-47.22
ARAPAHOE COUNTY OPEN SPACE FUND			
Total Revenue	\$ 112,300	\$ 112,700	
Total Appropriation	\$ 110,000	\$ 139,000	26.36
PARK AND RECREATION FUND			
Total Revenue	\$ 1,622,101	\$ 1,629,859	
Total Appropriation	\$ 1,622,101	\$ 1,629,859	0.48
TOTAL APPROPRIATIONS	\$ 11,922,173	\$ 8,980,745	-24.67
INCREASE (DECREASE) TO FUND BALANCES	\$ (4,005,820)	\$ (814,605)	
TOTAL APPROPRIATIONS PLUS INCREASE (DECREASE) TO FUND BALANCES	\$ 7,916,353	\$ 8,166,140	

**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET
REVENUE					
Current Property Taxes @ 7.30 Mills	2,592,299	2,604,199	2,195,529	2,195,529	2,204,401
Use/Tax Motor Vehicles	779,591	929,962	761,307	932,535	850,000
Sales Tax	905,452	1,008,508	733,369	853,689	800,000
Service Expansion Fees	107,452	86,970	116,000	142,482	116,000
Building Permits	513,363	419,800	420,000	481,857	500,000
Franchise Fees	401,717	415,009	250,000	309,826	300,000
Highway Users Tax	239,114	241,197	249,052	221,425	239,513
Municipal Court Fines	213,197	243,227	220,000	235,149	220,000
County Road & Bridge Levy	130,672	131,896	131,130	120,153	120,638
Specific Ownership Tax	166,962	-	134,000	134,000	175,372
Other Revenues	652,314	547,146	431,950	551,261	421,281
TOTAL OPERATING REVENUE	6,702,133	6,627,913	5,642,338	6,177,904	5,947,205
EXPENDITURES					
Administration	1,132,282	1,199,581	1,532,459	1,448,513	1,690,361
Judicial	76,702	80,968	79,868	81,427	86,571
Data Processing	48,456	67,575	90,187	85,175	123,920
Community Development	365,597	366,554	399,104	391,789	429,403
Crier	17,656	17,132	19,900	16,987	19,200
Public Safety	2,507,026	2,638,669	2,686,131	2,485,488	2,694,444
Public Works	746,395	757,500	824,690	771,119	903,306
Capital Improvements	1,025,670	1,149,663	-	-	-
TOTAL OPERATING EXPENDITURES	5,919,784	6,277,642	5,632,338	5,280,497	5,947,205
Management Contingency/Transfer Out	-	-	10,000	-	-
TOTAL EXPENDITURES	5,919,784	6,277,642	5,642,338	5,280,497	5,947,205
OPERATING GAIN/(LOSS)	782,349	350,271	(0)	897,406	(0)
EXTRAORDINARY EXPENSES					
Village Center	-	-	-	-	-
Transfer to Capital Fund	-	9,161,576	-	-	965,029
TOTAL EXTRAORDINARY EXPENSES	-	9,161,576	-	-	965,029
BEGINNING FUND BALANCE	11,922,249	12,704,598	4,552,384	3,893,293	4,790,700
ADD/(SUBTRACT) OPERATING DIFFERENCE	782,349	350,271	(0)	897,406	(0)
LESS: EXTRAORDINARY EXPENSES	-	(9,161,576)	-	-	(965,029)
ENDING FUND BALANCE	12,704,598	3,893,293	4,552,384	4,790,700	3,825,670
EMERGENCY RESERVE	591,978	627,764	564,234	528,050	594,720
AVAILABLE FUND BALANCE	12,112,620	3,265,529	3,988,150	4,262,650	3,230,950

CHERRY HILLS VILLAGE
2013 BUDGET
GENERAL FUND REVENUES

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
	ASSESSED VALUE	353,167,210	355,035,750	300,757,410	300,757,410	301,972,720	
	Mill Levy	7.30	7.30	7.30	7.30	7.30	
01-310-3111	CURRENT PROPERTY TAXES	2,592,299	2,604,199	2,195,529	2,195,529	2,204,401	Provided by the county.
							County collected. Basically property tax charged on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price (MSRP). Shared with Capital Fund and Parks Fund.
01-310-3121	SPECIFIC OWNERSHIP TAXES	166,962	-	134,000	134,000	175,372	
01-310-3161	UTILITY FRANCHISE FEE	401,717	415,009	250,000	309,826	300,000	Excel, Qwest
01-310-3162	CABLE TELEVISION FEES	121,293	123,085	90,000	123,313	90,000	Comcast
01-310-3191	CURRENT TAX INTEREST	10,534	10,698	3,000	7,752	2,000	Interest on property tax
01-310-3192	DELINQUENT TAXES	(21,748)	(26,394)	(50,000)	(19,531)	(50,000)	Reassessed property tax bills
01-310-3193	DELINQUENT INT	119	(420)	(100)	46	(100)	Interest on property tax paid late
01-310-3311	SALES TAX	905,452	1,008,508	733,369	853,689	800,000	3.5% on taxable transactions w/in Village; i.e.: country clubs, church gift shops, special events and commercial
01-310-3312	USE TAX/MOTOR VEHICLES	779,591	929,962	761,307	932,535	850,000	3% on sale/purchase or lease of licensed vehicle
	TOTAL TAXES AND FEES	4,956,219	5,064,648	4,117,105	4,537,159	4,371,673	
01-320-3211	LIQUOR LICENSES	6,909	6,303	6,100	5,960	6,131	Annual renewal (4th Qtr); country clubs, wine shop and pizzeria
01-320-3213	SECURITY ALARM PERMITS	29,975	31,275	30,000	31,975	30,000	\$25 per household w/ active security systems
01-320-3221	BUILDING PERMITS	513,363	419,800	420,000	481,857	500,000	1.0% valuation on building permit applications
01-320-3222	SERVICE EXPANSION FEES	107,452	86,970	116,000	142,482	116,000	\$0.80 sq. ft. on additional livable sq. ft.; \$0.30/sq. ft. on accessory structures/uses (with the exception of \$0.05/sq. ft. on sport courts)
01-320-3223	ZONING & SUBDIVISION FEES	4,100	1,950	2,000	2,200	2,000	Primarily land use (i.e.: variance) applications
01-320-3224	ELEVATOR INSPECTION FEE	4,500	4,730	2,550	4,250	2,550	Annual inspections
01-320-3225	PLAN REVIEW FEE	78,728	61,125	60,000	69,340	60,000	Based on building activity
01-320-3226	REINSPECTION FEES	1,100	350	1,100	800	1,100	Based on building activity
01-320-3227	DOG LICENSES	4,140	4,300	3,500	3,170	3,000	Annual dog tags at \$10 per dog
01-320-3228	STREET CUT PERMITS	53,778	47,612	35,000	48,694	35,000	Private cuts in ROWs
01-320-3229	STORMWATER CONST. PERMIT	1,950	2,100	1,500	1,800	1,500	Administration and Inspections for Stormwater Construction Permits
01-320-3230	ENGINEERING PLAN REVIEW	3,675	11,175	6,300	24,138	6,300	Engineering Review of Stormwater Construction Permits, Drainage Reports and floodplain analysis of Building Permits
	TOTAL LICENSES/PERMIT	809,670	677,690	684,050	816,665	763,581	
01-330-3321	MOTOR VEH.REGISTRATION	24,660	24,901	20,000	22,729	24,000	County collected
01-330-3342	CIGARETTE TAX	4,592	3,250	3,000	3,311	3,000	State derived
01-330-3352	HIGHWAY USERS TAX	239,114	241,197	249,052	221,425	239,513	Based on the # of vehicles and street miles in each community relative to the same statistics in other municipalities and the CO Dept of Transportation's revenue estimates available at this time.
01-330-3371	CNTY RD/BRIDGE LEVY	130,672	131,896	131,130	120,153	120,638	Shareback from Arapahoe County (.799 mills x Assessed Value x 50%)
	TOTAL INTERGOVERNMENTAL	399,038	401,243	403,182	367,617	387,151	
01-340-3421	EXTRA DUTY SERVICE CHARGES	57,331	58,224	45,000	59,540	55,000	Revenues to off-set officer expense in Public Safety
01-350-3421	FALSE ALARM FEES	10,000	5,200	3,000	1,300	3,000	1st & 2nd false alarm=no charge;3rd \$100, 4th \$200 and put on non-response.
01-350-3511	MUNICIPAL COURT FINES	213,197	243,227	220,000	235,149	220,000	Fines \$20/pt.
01-350-3512	DUI FINES	16,091	20,735	10,000	20,250	11,000	From County for DUI offenders ticketed in CHV
01-350-3513	FUEL SURCHARGE	24,803	27,861	25,000	18,190	25,000	
01-350-3514	PHOTO RED LIGHT FINES	124,927	87,175	95,000	73,910	68,000	
	TOTAL CHARGES FOR SERVICE	446,349	442,422	398,000	408,339	382,000	
01-360-3611	INTEREST INCOME	10,220	5,683	6,000	6,042	10,000	CSafe interest, Wells Fargo, Colotrust interest and CD's.
01-360-3612	PENALTY-BUILDING PERMIT	8,261	1,666	2,000	2,366	1,800	Building permit penalty
01-360-3650	CRUER CONTRIBUTIONS	8,535	8,200	7,000	7,961	7,000	
01-360-3660	CRUER ADVERTISEMENT	7,500	7,440	5,000	8,540	6,000	\$20 per ad for residents; \$40 per ad for non-residents
01-360-3680	OTHER REVENUES	56,341	18,921	20,000	23,214	18,000	Police reports, auction proceeds, security guard, business licenses and notary fees
01-360-3710	TRANSFERS IN	-	-	-	-	-	
	TOTAL MISC REVENUES	90,857	41,911	40,000	48,123	42,800	
	TOTAL REVENUES	6,702,133	6,627,913	5,642,338	6,177,904	5,947,205	

**GENERAL FUND
ADMINISTRATION**

The Administration Division is comprised of the City Manager, the Director of Finance and Administration, the Human Resource Analyst and the City Clerk. The City Manager is responsible to the City Council for the general financial and personnel administration of the City government. The Finance Director is responsible for the care and maintenance of all City fiscal matters. The City Clerk provides secretarial services to the City Council. The City Clerk also serves as Chairman of the Election Commission and assists the Council with formal public notices and public relations. Other functions undertaken by this Department are personnel management, City insurance programs, coordination of citizen requests for service and records management.

PERSONNEL SUMMARY

City Employees:	2010	2011	2012	2013
City Manager	1	1	1	1
Finance Director	1	1	1	1
City Clerk	1	1	1	1
Special Projects Coordinator	0	0	0	1
HR/Records Clerk	1	1	1	1
TOTAL	4	4	4	5

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
	PERSONNEL SERVICES:						
01-411-1011	PERSONNEL SERVICES	289,259	270,926	372,473	365,951	439,702	3% increases, additional employee (Special Projects Coordinator)
01-411-1012	FEE PERSONNEL	17,975	22,400	20,800	18,800	20,800	Prosecuting Attorney, 2 sessions per month 26 total
01-411-1013	SOCIAL SECURITY TAXES	17,537	19,468	26,073	26,905	35,176	
01-411-1014	RETIREMENT 401-NONSWORN	16,567	18,948	22,348	24,581	26,382	
01-411-1015	RETIREMENT 457	68,198	59,102	85,669	52,406	65,000	
01-411-1016	HEALTH-LIFE-DENTAL INSURANCE	244,425	315,761	392,956	361,592	442,200	Dental 6%, Health Ins 10% for all departments, except parks
01-411-1017	UNEMPLOY-WORKERS COMP INS	89,643	89,474	120,000	119,832	140,278	CIRSA & The Colorado Dept of Labor and Employment
01-411-1019	OVERTIME	-	284	-	564	-	
	TOTAL PERSONNEL SERVICES	743,604	796,362	1,040,319	970,632	1,169,538	
	SUPPLIES AND MATERIALS:						
01-411-2021	OFC-SUPPLIES-POSTAGE	9,314	11,100	10,500	10,316	14,574	Office Supplies, postage, minute paper
01-411-2022	PRINTING-REPRODUCTION	860	1,338	1,500	1,135	1,500	Letterhead, envelopes, County recording fees
01-411-2028	SPECIAL MATERIALS	2,547	2,749	2,500	2,658	2,700	Coffee supplies, notary, printer mtrls
	TOTAL SUPPLIES AND MATERIALS	12,721	15,187	14,500	14,108	18,774	
	UTILITIES:						
01-411-3031	GAS-HEAT-LIGHT	14,839	16,357	17,800	18,039	17,800	
01-411-3033	COMMUNICATIONS	30,671	23,687	30,000	28,595	32,000	Telesphere
01-411-3035	SEWER	2,371	2,451	2,300	2,473	2,400	Sanitation district \$800 per year (\$400 VC, \$200 for 125 Meade Ln, \$200 for 90 Meade Ln) and \$1200 paid to Englewood.
	TOTAL UTILITIES	47,881	42,494	50,100	49,108	52,200	

CONTRACTUAL SERVICES:							
01-411-4041-1	COUNTY TREASURER FEES	25,812	26,341	21,955	28,397	22,044	1% of current property tax revenue
01-411-4041-2	COUNTY USE TAX FEES	39,073	46,796	38,065	44,619	42,500	5% of use tax/motor vehicle revenue
01-411-4042	AUDIT	8,250	7,500	7,500	7,500	7,500	Based on contract with Cutler & Associates
01-411-4043	LEGAL	75,699	85,624	125,000	109,814	125,000	Ken F and other legal counsel
01-411-4049	OTHER CONTRACTUAL SERVICES	16,733	18,367	18,004	15,737	23,860	Pitney Bowes (\$708), Iron Mt (\$3,850), XEROX (\$4,630), Affinity Care (\$1,100), Colorado Code (\$9,232), Cintas (\$50), S Corp (\$4,290)
	TOTAL CONTRACTUAL SERVICES	165,567	184,628	210,524	206,068	220,904	
OTHER EXPENSES							
01-411-6061	INSURANCE-PROPERTY/CASUALTY	67,098	73,827	86,800	91,881	103,196	CIRSA -Property/Casualty
01-411-6062	ELECTION EXPENSE	1,671	35	8,000	11,125	-	No election planned
01-411-6063	TRAIN.-DUES-TRAVEL-SUBSC	74,789	65,397	97,415	74,304	96,149	See attached detail
01-411-6064	TESTING-PHYSICALS	70	-	1,000	179	1,000	New hire expenses and employee annual physicals
01-411-6066	LEGAL PUBLICATIONS	31	-	500	50	500	Legal postings in the Villager
01-411-6067	SPECIAL EVENTS	548	869	700	1,734	1,500	Misc events
01-411-6068	MISCELLANEOUS EXPENSES	17,773	20,781	21,600	28,647	25,600	Council food (\$1,500), Car allowance (\$7,800), Bank Fees (\$12,000); Name plates (\$50), Deliveries (\$250), Unanticipated (\$4,000)
01-411-7071	EQUIPMENT	529	-	1,000	678	1,000	
	TOTAL OTHER EXPENSES	162,509	160,909	217,015	208,598	228,945	
	TOTAL ADMINISTRATION EXPENSES	1,132,282	1,199,581	1,532,458	1,448,513	1,690,361	

2013 BUDGET

Administration Division

2013 BUDGET

TRAINING, DUES AND SUBSCRIPTIONS 01-411-6063

NAME OR POSITION	NAME OF ORGANIZATION, PUBLICATION, OR DESTINATION	JUSTIFICATION	ESTIMATED 2013 COST
		TUITION	67,000
ADMIN REQUESTS	EE Tuition reimbursement	TRAINING	100
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	DUES	30
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	TRAINING	40
FINANCE DIRECTOR	Department of Local Affairs	TRAINING	3,190
FINANCE DIRECTOR	Mountain States Employers Council	TRAINING	-
FINANCE DIRECTOR	Colorado Municipal League	ANNUAL CONF	500
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	ANNUAL CONF	-
FINANCE DIRECTOR	Govt Finance Officers Association	MEETINGS	-
CITY CLERK	Association of Records Management	DUES	210
CITY CLERK	Association of Records Management	DUES	150
HR ANAYLST	Colorado Human Resource Association	DUES	375
HR ANAYLST	SPHR Certification	TEST	234
HR ANAYLST	Colorado Human Resource Association	MEETINGS/CONFERENCE	180
HR ANAYLST	Society for Human Resource Management	DUES	6,778
CITY	Colorado Municipal League	DUES	250
CITY	Colorado Municipal League	WRKSHPS/HNDBKS/+	40
CITY	Co Secretary of State	NOTARY	4,100
CITY	Denver Regional Council of Governments	DUES	-
CITY	Govt Finance Officers Association	HNDBKS +	-
CITY	Mountain States Employers Council	DUES	4,000
CITY	National League of Cities	DUES	1,200
CITY CLERK	Colorado Municipal Clerks Association	DUES	110
CITY CLERK	International Institute of Municipal Clerks	DUES	135
CITY CLERK	International Institute of Municipal Clerks	CONFERENCE	-
CITY CLERK	International Institute of Municipal Clerks	CLASSES	-
CITY CLERK	Colorado Municipal Clerks Association	CONFERENCE	500
CITY CLERK	Colorado Municipal Clerks Institute	CLERKS ACADEMY	1,150
CITY CLERK	Colorado Municipal Clerks Association	WORKSHOPS	100
CITY CLERK	Colorado Municipal Clerks Association	DUES	75
CITY MANAGER	Colorado City Management Association	ANNUAL CONF	300
CITY MANAGER	Colorado City Management Association	ANNUAL CONF	500
CITY MANAGER	Colorado Municipal League	DUES	1,000
CITY MANAGER	Greater Metro Telecommunication Consortium	DUES	-
CITY MANAGER	International City/County Management Association	ANNUAL CONF	-
CITY MANAGER	International City/County Management Association	MTGS/MEMBERSHIP	592
CITY MANAGER	Metro Managers/Mayors	MILEAGE	150
VARIOUS	Various	METRO ASSISTANCE LUNCH (HOSTING)	160
CLERK	Unknown	RETREAT/FACILITATOR	3000
COUNCIL	Unknown		<u>96,149</u>

GENERAL FUND JUDICIAL

The Cherry Hills Village Municipal Court attends and adjudicates cases involving violations of municipal ordinances, most of which are violations to the Traffic Code. The Court holds two Thursday morning sessions per month. The City Council appoints a Municipal Judge to preside over the court and the Prosecuting Attorney prosecutes cases on behalf of the City. The Court Clerk coordinates the day-to-day court operation and during court sessions and the Bailiff assists with court activities. This Division is under the supervision of the Director of Finance and Administration.

PERSONNEL SUMMARY

City Employees:	2010	2011	2012	2013
Court Clerk	1	1	1	1
Court Clerk (pt)	0	0	0	0
Bailiff (pt)	1	1	1	1
TOTAL	2	2	2	2
Fee Personnel:				
Municipal Judge	1	1	1	1
TOTAL	1	1	1	1

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
PERSONNEL SERVICES:							
01-412-1011	PERSONNEL SERVICES	60,652	63,109	61,549	61,669	63,352	3% salary increases Judge \$400/session, 2 sessions per month (plus 1 additional court session if needed)
01-412-1012	FEE PERSONNEL	9,185	10,425	10,000	10,150	10,000	
01-412-1013	SOCIAL SECURITY TAXES	4,655	4,843	4,924	4,728	5,068	
01-412-1019	OVERTIME	-	130	-	266	-	
	TOTAL PERSONNEL SERVICES	74,492	78,507	76,473	76,813	78,421	
SUPPLIES AND MATERIALS							
01-412-2021	OFC SUPPLIES-POSTAGE	188	114	200	150	200	
01-412-2022	PRINTING-REPRODUCTION	65	668	950	218	500	Envelopes, court forms, ticket jackets, etc
	TOTAL SUPPLIES AND MATERIALS	253	783	1,150	368	700	
CONTRACTUAL SERVICES:							
01-412-4050	JURY-WITNESS FEES	(45)	10	150	60	150	No trials currently scheduled. \$5/day for 18 jurors who appeared for service & \$10/day for 6 selected jurors
	TOTAL CONTRACTUAL SERVICES	(45)	10	150	60	150	
OTHER EXPENSES:							
01-412-6063	TRAIN.-DUES-TRAVEL-SUBSC	597	539	470	395	520	CAMCA membership (\$30), CAMCA Meetings (\$150), CO Municipal Judge Membership (\$40), Court rules book/supplements (\$300)
01-412-6067	INTERPRETERS	575	1,098	1,300	809	1,100	Estimate based upon historical costs
01-412-6068	MISCELLANEOUS EXPENSES	830	33	325	2,981	5,680	Court Appointed Attorney (\$65/hour 3 hours a case & 2 cases a month \$4,680), misc appeal \$1,000
01-412-7071	EQUIPMENT	-	-	-	-	-	
	TOTAL OTHER EXPENSES	2,002	1,669	2,095	4,185	7,300	
	TOTAL JUDICIAL EXPENSES	76,702	80,968	79,868	81,427	86,571	

**GENERAL FUND
DATA PROCESSING**

The Data Processing Division was established to account for computer related expenses of the entire City. These services are shared and not always department specific. This division has no employees.

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
	DATA PROCESSING:						
01-414-2028	SOFTWARE	0	1,598	1,417	1,246	1,758	Firewall and Trend AV
01-414-4049	OTHER CONTRACTUAL SERVICES	46,087	59,104	81,770	78,722	95,162	\$8,340 Caselle, \$72 SysSoftHosting (website host), \$86,750 TSI support
01-414-5052	EQUIPMENT MAINTENANCE	0	175	3,000	1,254	3,000	Replacement parts
01-414-6068	MISCELLANEOUS EXPENSES	368	216	4,000	1,924	15,000	Website Upgrade
01-414-7071	EQUIPMENT/HARDWARE	2,001	6,482	-	2,029	9,000	Replacement PC's
	TOTAL DATA PROCESSING	48,456	67,575	90,187	85,175	123,920	

Notes:

Other Contractual Services is expected to increase in 2013 due to increase in support needed for the move to the new building. Support costs are expected to return to 2012 levels in 2014.

Equipment Maintenance is expected to remain at \$3,000 in the future.

Miscellaneous Expense is a one time cost for the replacement of the cable channel equipment.

Equipment/Hardware costs are higher in 2013 due to no computers replaced in 2012 for budget reasons, but are expected to remain at about \$6,000 each year moving forward for computer replacement.

**GENERAL FUND
COMMUNITY DEVELOPMENT**

Community Development oversees the implementation of the Master Plan and all construction within the City. More specifically, it is responsible for the enforcement of municipal ordinances relating to the subdivision of land, zoning regulations, flood plain regulations, building codes, and the coordination of utility services. These responsibilities are initially carried out by the Planning and Zoning Commission and then forwarded to the City Council for review and approval. The Community Development Director, the Building Inspector, the Community Development Clerk and the Community Relations Officer assist in the process and provide day-to-day administration and coordination, along with a consulting traffic engineer, a civil engineer, and a planner. The Board of Adjustment and Appeals is available to preside over requests for variances of these ordinances or to review administrative interpretations.

PERSONNEL SUMMARY

City Employees:	2010	2011	2012	2012	2013
Community Development Director	0	0	1	1	1
Community Development Clerk	1	1	1	1	1
Planning Manager	1	1	0	0	0
TOTAL	2	2	2	2	2

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
	PERSONNEL SERVICES:						
01-418-1011	PERSONNEL SERVICES	142,850	150,959	151,093	157,859	163,596	3% salary increases
01-418-1013	SOCIAL SECURITY TAXES	11,051	11,517	12,087	12,124	13,088	
01-418-1019	OVERTIME	136	-	-	-	-	
	TOTAL PERSONNEL SERVICES	154,037	162,476	163,181	169,983	176,684	
	SUPPLIES AND MAINTENANCE:						
01-418-2021	OFCE SUPPLIES-POSTAGE	3,642	3,395	4,200	2,455	4,200	Includes plotter paper and cartridges, plotter maintenance, and general office supplies
01-418-2022	PRINTING-REPRODUCTION	1,592	1,386	1,800	1,873	1,800	Inspection reports, inspection records, permit cards, business cards, notice of public hearing signs
01-418-2028	SPECIAL MATERIALS	50	143	200	188	200	Courier services for City Attorney Packets
	TOTAL SUPPLIES AND MAINTENANCE	5,284	4,924	6,200	4,516	6,200	
	CONTRACTUAL SERVICES:						
01-418-3033	TELEPHONE	621	631	850	843	850	
01-418-4042	CONTRACTED PLAN REVIEW	64,410	39,610	45,423	49,903	49,965	Colorado Code Consulting Plan Review
01-418-4045	ENGINEERING SERVICES	15,184	25,112	25,000	23,892	25,000	Traffic and Floodplain Analysis of permit applications. Review of Construction Storm water Permits and Drainage Reports.
01-418-4047	BUILDING INSPECTION	104,813	108,401	130,050	125,661	139,804	Colorado Code Consulting Permit Inspections, General Consulting and Reimbursable
01-418-4049	OTHER CONTRACTUAL SERVICES	15,235	18,555	20,000	10,000	20,000	Consultant for Planning Projects; Internship; Abatement Contractors
	TOTAL CONTRACTUAL SERVICES	200,263	192,309	221,323	210,298	235,619	
	OTHER EXPENSES:						
01-418-6063	TRAIN.-DUES-TRAVEL-SUBSC	2,353	3,726	3,000	2,562	5,500	APA/AICP Membership Dues (\$600), APA National Conference (\$2 500), State APA Conference (\$1,300), Rocky Mountain Land Use Institute Conference (\$600), misc. training (\$500)
01-418-6068	MISCELLANEOUS EXPENSE	3,660	3,118	3,600	3,229	3,600	Car allowance \$3,000; \$600 miscellaneous
01-418-7071	EQUIPMENT	-	-	1,800	1,200	1,800	Drafting Table, Filing Cabinets
	TOTAL OTHER EXPENSES	6,013	6,845	8,400	6,991	10,900	
	TOTAL COMMUNITY DEVELOPMENT	365,697	366,554	399,104	391,789	429,403	

**GENERAL FUND
VILLAGE CRIER**

The Village Crier is a bimonthly publication. Its purpose primarily is to inform villagers of local government issues but also, to report upcoming Village events and spotlight graduates and obituaries. An editor, hired by the Crier Board, is responsible for the gathering of articles, the layout, the printing and the mailing. As of 1998, City staff has agreed to be responsible for the accounting of Crier financial transactions in the Village Crier Division.

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
01-419-1012	Fee Personnel	4,200	3,900	4,200	4,000	4,200	6 issues at \$700/each
	TOTAL PERSONNEL SERVICE	4,200	3,900	4,200	4,000	4,200	
01-419-2021	Office Supplies & Postage	3,468	4,482	4,700	4,100	4,500	Approx. \$700/issue + labels, paper, toner
01-419-2022	Printing and Reproduction	9,988	8,750	11,000	8,887	10,500	5 issues + annual report
	TOTAL SUPPLIES/MATERIALS	13,456	13,232	15,700	12,987	15,000	
	TOTAL VILLAGE CRIER	17,656	17,132	19,900	16,987	19,200	

**GENERAL FUND
PUBLIC SAFETY**

The Police Department seeks to enhance the quality of life within the Village through the development and delivery of a full range of professional law enforcement services. These services include activities and programs designed to: prevent crime, educate the public, prevent juvenile delinquency, provide timely response to calls for service, investigate criminal activity, apprehend offenders, provide safe and efficient flow of traffic, address animal control and code violations, and provide other services based on input from the community.

PERSONNEL SUMMARY

City Employees:	2010	2011	2012	2013
Police Chief/Deputy Police Chief	1	1	1	1
Police Commander	0	0	1	1
Police Lieutenant	1	1	0	0
Police Sergeant	4	4	4	4
Police Officers	16	16	16	16
Animal Control Officer	1	1	1	1
Code Enforcement Officer	2	2	2	1
Police Technician	1	1	1	1
Police Clerk	1	1	1	1
	27	27	27	26

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
PERSONNEL SERVICES:							
01-421-1011	PERSONNEL SERVICES	1,897,669	1,969,949	1,893,299	1,806,154	1,876,572	Salary increases, police back in step system. \$15K PTO payout
01-421-1013	SOCIAL SECURITY TAXES	45,897	44,322	56,799	38,994	48,000	4 civilian employees in social security
01-421-1014	POLICE PENSION CONTRIBUTIONS	132,342	151,368	140,000	130,157	135,000	City's 8% contribution for all sworn officers
01-421-1018	UNIFORM EXPENSE	8,612	19,098	20,500	10,431	21,500	Uniform replacement \$500 X 26 employees = \$13,000; Five ballistic vests X \$700 = \$3,500; clothing & equipment for 2 new police officers = \$3,500; motorcycle replacement clothing = \$1,500;
01-421-1019	OVERTIME	30,053	37,094	55,000	54,174	55,000	Overtime compensation
01-421-1020	EXTRA DUTY CHARGES	56,554	50,258	80,000	58,174	70,000	Offset with extra duty revenues and City share of the CHE crossing guard
	TOTAL PERSONNEL SERVICES	2,171,127	2,272,090	2,245,598	2,098,084	2,206,072	
SUPPLIES AND MATERIALS:							
01-421-2021	OFC SUPPLIES-POSTAGE	7,237	7,435	7,550	5,270	8,000	Copier paper, toner, PD office supplies, shredder bags and blank DVDs
01-421-2022	PRINTING-REPRODUCTION	4,928	3,933	5,200	3,135	5,200	Dept. forms, letterhead and envelopes, business cards, municipal and state court summons and complaint forms
01-421-2023	CRIME PREVENTION	185	150	1,500	294	2,000	Books, brochures, fliers & PD mailings addressing crime prevention measures
01-421-2024	DARE	2,009	1,933	2,000	1,987	2,000	DARE supplies
01-421-2028	SPECIAL MATERIALS	6,499	3,908	9,000	6,327	9,000	Photographic processing; duty and training ammunition, range supplies, targets, small gun parts; evidence collection materials: fingerprint kits, evidence tape, evidence bags, tape lifters and backs, ink rollers, ink, and powder; batteries; drug test kits; keys; supplies for the Intoxilyzer; supplies for the AEDs; small disposable items used by patrol; first aid supplies; chemical agent, and other miscellaneous items
01-421-2029	ANIMAL CONTROL	1,976	266	500	274	700	Annual dog registration forms and dog tags, animal impound fees, veterinarian charges, and small equipment and supply items used by the AC Officer. Coyote education class.
	TOTAL SUPPLIES AND MATERIALS	22,834	17,626	25,750	17,288	26,900	
UTILITIES:							
01-431-3031	ELECTRICAL/GAS	0	0	0	0	22,500	Estimate for new building
01-431-3032	WATER	0	0	0	0	3,000	Estimate for new building

01-421-3033	TELEPHONE	17,884	18,063	25,226	18,769	27,507	26 Verizon push to talk communications devices(\$43 each/month = \$1,118 @ 12 months = \$13,416.32/year); 12 data cards (\$48.61 each/month X 12 = \$583.32 x 12 months = \$6,999.84/year) Total cost per year = \$20,416.16 ; repair & maintenance = \$3,500; Quest "flash key" phone feature = \$144/year; 2 additional data cards for code enforcement wireless operation (\$48.61 each per month X 12 = \$583.32 x 2 = 1,166.64/year), 4 phone lines at new bldg @ \$140/month=\$1,680, cable = \$600
01-421-3035	SEWER					400	Estimate for new building
	TOTAL UTILITIES	17,884	18,063	25,226	18,769	53,407	
	CONTRACTUAL SERVICES:						
01-421-4048	VEHICLE MAINTENANCE CONTRACT	29,926	35,055	37,000	31,560	40,000	Preventative maintenance and repairs for the PD's vehicles provided by the City of Englewood (\$39,000); service for Harley Davidson motorcycles (\$1,000)
01-421-4049	OTHER CONTRACTUAL SERVICES	182,610	136,090	160,107	158,837	152,165	Range (\$4,750); Frontier Radio (\$3,100); Communications Center Radio Services (dispatching- \$90,000), Arapahoe Sheriff's Office - radio programming & support (\$5,500), South Metro Drug Task Force (\$4,000), Juvenile Assessment Center (\$2,165), Arapahoe House (\$2,500), RMIN - police intell network (\$150), Language Line (\$400), DERA HAZMAT Response Team (\$1,300); Records Management System annual maintenance fees & upgrades (\$19,000); Data911 annual maintenance and warranty (\$3,000); COPLINK RMS interface (\$6,600); State Patrol (track usage - \$800); Bar code system annual support fee (\$1,400); Humane Society of the South Platte Valley, Inc. - Animal Sheltering Services (\$5,500).
01-421-4050	PHOTO RED LIGHT EXPENSES		59,495	69,600	58,141	68,000	American Traffic Solutions photo red light contractual fee- Offset with red light citation revenue
	TOTAL CONTRACTUAL SERVICES	212,536	230,641	266,707	248,538	260,165	
	MAINTENANCE:						
01-421-5051	BUILDING MAINTENANCE	0	0	0	0	22,100	New Bldg: Janitors = \$15,600, supplies (first aid) = \$5,500, landscaping = \$1,000
01-421-5052	EQUIPMENT MAINTENANCE	2,465	3,108	3,500	2,600	3,900	Maintenance and repairs for small equipment including speed detection equip. (lasers and radars), Intoxilyzer, AEDs, cameras, radio equip. not covered by the maint. contract, flashlights, and maint. and repair of the copier and fax
01-421-5053	VEHICLE MAINTENANCE	4,660	5,308	6,600	4,829	6,600	Non-contract repairs to the PD's vehicles, car washes(\$3,400)and professional detailing of cars(\$200 per vehicle X 8 vehicles = \$1,600 x 2 times per year = \$3,200)
01-421-5054	GASOLINE-OIL	37,546	48,676	56,000	46,284	56,000	Gasoline for police vehicles: 175,000 miles a year; 16,000 gallons X \$3.50/gallon = \$56,000.
	TOTAL MAINTENANCE	44,671	57,092	66,100	53,713	88,600	
	OTHER EXPENSES:						
01-421-6063	TRNG-DUES-TRAVEL-SUBSC	4,644	8,419	15,500	7,927	22,000	Training/Travel seminar registration fees: \$14,000; conference expenses: \$3,500; dues and subscriptions: \$2,000; leadership training/supervisors: \$2,500
01-421-6064	TESTING AND PHYSICAL EXAMS	1,710	2,742	2,000	6,080	3,000	New prospective employee physicals, new employee credit checks, and polygraph and psychological screening of police officer candidates
01-421-6065	PRISONER EXPENSES	10,395	8,240	6,500	5,844	7,500	Blood testing for alcohol/drugs (blood kits, blood draws and screenings), biohazard cleaning and decontamination of cars and building
01-421-6066	SPECIAL INVESTIGATIONS	2,515	1,268	2,000	1,437	2,100	Criminal investigation and forensic expenses; vehicle and towing charges
01-421-6068	MISCELLANEOUS EXPENSES	12,389	14,776	10,500	16,414	12,500	Car allowance, Chief: \$3,000; Commander-\$3,000 Car lease - Drug Task Force detective: \$6,500; misc. expenses incurred for police hiring activities
01-421-7071	EQUIPMENT	6,321	7,711	20,250	11,394	12,200	Ten replacement radio batteries (\$1,000); Two replacement portable breath tester (\$1,000); Camera equipment: Three patrol cameras (\$1,100) one crime scene camera (\$1,100). One booking camera (\$625). New Bicycle Unit necessary start-up equipment (\$5,200). Evidence scales; fire extinguishers; replacement Taser holsters; etc.
	TOTAL OTHER EXPENSES	37,974	43,157	56,750	49,095	59,300	
	TOTAL PUBLIC SAFETY	2,507,026	2,638,669	2,686,131	2,485,488	2,694,444	

GENERAL FUND PUBLIC WORKS

The Public Works Department serves the public in a variety of ways. It is responsible for maintenance of City buildings and grounds; street construction, cleaning and maintenance; storm water drainage construction and maintenance of drainage ways on City rights-of-way; acquisition and maintenance of City vehicles and equipment; snow removal; traffic sign installation; and rights-of-way landscape maintenance. The Division is staffed by five permanent employees and it supplements its labor force during summer months with seasonal workers (generally college students who live in the Village). The Public Works Department also oversees the functions of the Parks & Trails Division in Fund 30.

PERSONNEL SUMMARY

City Employees:	2010	2011	2012	2013
Public Works Director	1	1	1	1
Crew Chief	1	1	1	1
Equipment Operator	4	4	4	4
Seasonal Maintenance Worker (pt)	2	2	2	2
Clerk	0.5	0.5	0.5	0.5
TOTAL	8.5	8.5	8.5	8.5

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 ESTIMATE	2013 BUDGET	NOTES/EXPLANATIONS:
	PERSONNEL SERVICES:						
01-431-1011	PERSONNEL SERVICES	458,355	478,230	465,824	450,297	490,283	3% salary increases
01-431-1013	SOCIAL SECURITY TAXES	36,261	35,890	37,266	34,096	39,223	
01-431-1018	UNIFORM EXPENSE	2,220	2,810	3,800	3,183	3,800	Work pants (\$1,200), shirts (\$800), coats (\$800) & boots (\$1,000)
01-431-1019	OVERTIME	20,676	3,544	12,000	8,522	12,500	
	TOTAL PERSONNEL SERVICES	517,512	520,474	518,890	496,098	545,806	
	SUPPLIES AND MATERIALS:						
01-431-2021	OFC SUPPLIES-POSTAGE	374	588	1,000	462	2,000	Miscellaneous office supplies
01-431-2024	SNOW-ICE MATERIALS	6,390	21,110	16,500	15,452	20,000	Plow blades (6@\$500); de-icer (\$8,000); 6% salt/sand (\$5,500), misc (\$3,500)
01-431-2025	ROAD MAINT. MATERIALS	30,971	46,328	48,000	47,629	50,000	Class 6 road base (\$15,000); asphalt repairs (\$24,000); culverts (\$3,000); dust/stabilizing materials (\$8,000)
01-431-2026	CURB-GUTTER-SIDEWALKS	2,045	-	5,000	9,456	5,000	In-house concrete repair (\$4,500); supplies (\$500)
01-431-2027	TRAFFIC CONTROL DEVICES	9,799	4,548	6,000	4,873	8,000	New & replacement signage (\$2,000); posts & hardware (\$2,000); flexible delineator posts (\$1,000); traffic cones and barricades (\$3,000)
01-431-2028	SPECIAL MATERIALS	2,657	3,257	6,000	3,131	6,000	Miscellaneous materials and equipment needed to perform ROW & street maintenance operations; lumber; miscellaneous hardware; painting supplies; first aid supplies
	TOTAL SUPPLIES AND MATERIALS	52,236	75,832	82,500	81,002	91,000	
	UTILITIES:						
01-431-3032	WATER	918	1,180	1,300	1,641	1,500	Water used from fire hydrants for road work by the City
01-431-3033	COMMUNICATIONS	2,621	2,268	3,500	2,842	3,500	Cell phone service Verizon
01-431-3034	STREET LIGHTING	3,764	4,966	4,500	3,396	4,500	Street light power costs
	TOTAL UTILITIES	7,303	8,414	9,300	7,879	9,500	

CONTRACTUAL SERVICES:							
01-431-4045	ENGINEERING SERVICES	2,996	738	3,500	4,676	5,000	Miscellaneous engineering svcs
01-431-4047	R-O-W MAINTENANCE/FORESTRY	95	-	-	-	-	Moved to parks
01-431-4048	VEHICLE MAINTENANCE CONTRACT	23,643	47,473	40,000	28,589	45,000	Cost of contract for vehicle preventative maintenance services. Contract is with the City of Engelwood
01-431-4049	OTHER CONTRACTUAL SERVICES	54,689	36,115	65,000	51,409	72,000	Street line painting (\$35,000); recycled asphalt charges (\$2,000); building cleaning (\$15,000); trash service (\$2,000); mechanical service contract (\$6,000); door to door recycling (\$12,000)
	TOTAL CONTRACTUAL SERVICES	81,423	84,326	108,500	84,673	122,000	
MAINTENANCE:							
01-431-5051	BUILDING MAINTENANCE	48,496	22,587	30,000	27,432	52,000	Equipment and materials to maintain Village Center and Public Works facilities (not covered by other building service contracts). Maintenance issues beginning to build up. (Station 38 included not new Police Station)
01-431-5052	EQUIPMENT MAINTENANCE	5,634	3,984	6,000	5,521	7,000	Cost to maintain equipment not covered under PM contracts
01-431-5053	VEHICLE MAINTENANCE	5,980	5,724	15,000	19,849	18,000	Cost to maintain vehicles not covered under PM contract. Paint and body work on PW PU trucks
01-431-5054	GASOLINE-OIL	16,489	21,500	26,500	25,265	28,000	Cost for fueling vehicles
01-431-5055	GROUNDS MAINTENANCE	-	-	-	-	-	Grounds Maintenance transferred to Parks and Trails account
	TOTAL MAINTENANCE	76,599	53,794	77,500	78,067	105,000	
OTHER EXPENSES:							
01-431-6063	TRNG-DUES-TRAVEL-SUBSC	3,694	4,089	4,500	3,258	5,000	Denver Asphalt, APWA National Confrence (\$1,500); APWA (\$500), Misc training (\$3,000)
01-431-6064	TESTING PHYSICALS	389	1,621	1,000	879	1,500	Physicals and DOT-random drug tests
01-431-6068	MISCELLANEOUS EXPENSES	4,266	6,147	8,500	5,885	8,500	Car allowance (\$3,000); employment advertisements (\$3,000), misc. (\$2,500)
01-431-7000	PUBLIC ART	-	-	10,000	9,958	10,000	Used to leverage art donations
01-431-7071	EQUIPMENT	2,973	2,803	4,000	3,420	5,000	Replacement of small tools and equipment
	TOTAL OTHER EXPENSES	11,322	14,660	28,000	23,400	30,000	
	TOTAL PUBLIC WORKS	746,395	757,500	824,690	771,119	903,306	

CAPITAL FUND

**CHERRY HILLS VILLAGE
2013 BUDGET WORKSHEET**

The Capital Fund was established to separately track and fund the costs of capital assets for the City. A capital asset is defined as any public facility, piece of equipment or vehicle that costs in excess of \$5,000 and has a useful life greater than one year. Items such as police cars, public works vehicles, parks and recreation equipment, major streets and storm drainage improvements, and building improvements are included in this fund.

ACCOUNT	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 ESTIMATE	2012 BUDGET	2013 BUDGET	NOTES/EXPLANATIONS:
	BEGINNING FUNDS AVAILABLE	-	9,161,576	8,665,165	8,632,872	5,187,255	\$9.1 transferred from the General Fund in 2011.
	REVENUES:						
02-310-3111	CURRENT PROPERTY TAXES		331,444	336,795	300,757	301,972	1 mill transferred from the Parks and Recreation Fund County collected. Basically property tax charged on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price (MSRP).
02-310-3121	SPECIFIC OWNERSHIP TAX		283,458	26,292	30,183	1,040	
02-360-3680	OTHER REVENUES		38,350	438			
	TOTAL REVENUE	-	653,252	363,525	330,940	303,012	
	EXPENDITURES:						
							Carry over of unexpended funds for Public Works Study and final payment for construction.
02-441-1101	VILLAGE CTR IMPROVEMENTS	14,631	140,745	3,449,096	3,696,000	100,000	
02-441-1102	EQUIPMENT-COMPUTER	-	136,973	-	-	-	
02-441-1103	EQUIPMENT-ADMIN	-	14,933	-	-	6,900	Replacement of Channel 22 Equipment
							One radar unit (\$1,765). One lazer unit (\$3,500). Two Tasers \$850 each (\$1,700). Two portable radios \$6,000 each (\$12,000).
02-441-2103	EQUIPMENT-POLICE	25,973	25,926	-	-	18,965	Two Ford Expeditions 2x\$32,300= \$64,600 Outfitting each vehicle, emergency lights, decals \$11,550x2 = \$23,100 and paint \$1480x2=\$2,960.
02-441-2104	VEHICLES-POLICE	-	107,753	-	-	90,660	
02-441-2107	MOTORCYCLE PROGRAM	(10,611)	12,000	-	-	-	Staff to determine streets based on long term replacement plan and needs. Chipseal only no pavement in 2013 (\$240,000 Chipseal & \$30,000 Gravel road rebuild)
02-441-3101	STREET IMPROV. PROGRAM	550,936	445,383	233,552	233,200	270,000	New Mag Chloride Distribution System (\$25,000). Air Compressor (\$10,000) for Dump Truck. Repairs/Paint (\$20,000)
02-441-3103	EQUIPMENT-PUBLIC WORKS	124,825	-	-	-	55,000	Trade in two old single axle trucks for a larger tandem axle dump
02-441-3104	VEHICLES-PUBLIC WORKS	-	113,287	-	-	150,000	
02-441-3106	STORM SEWERS	-	-	-	-	-	
02-441-3109	TRAFFIC CALMING MEASURES	-	-	-	-	-	
02-441-3110	CRACK SEAL	19,836	12,706	19,740	20,000	20,000	Yearly street improvement project
02-441-3111	CURB AND GUTTER	265,080	87,087	47,414	50,000	40,000	Concrete to be replaced in various areas
02-441-3112	RIGHTS-OF-WAY IMPROVEMENTS	-	-	-	-	-	
02-441-3113	UNDERGROUNDING UTILITIES	-	-	-	-	125,000	TBD
02-441-4000	LAND PURCHASE	-	-	-	-	-	
02-441-1000	TRAIL IMPROVEMENTS	10,000	3,117	5,000	5,000	5,000	
02-441-1000-05	SIGNS	-	-	-	-	-	
02-441-1101	JOHN MEADE PARK MASTER PLAN	-	-	-	-	-	
02-441-3103-1	EQUIPMENT PARKS	-	49,752	14,696	7,000	70,400	New John Deer 997Z mowers (\$15,000). Bobcat Toolcat (\$50,000). Pro 6H Receiver with floodlight (\$5,400)
02-441-3104-1	VEHICLES	-	-	-	-	-	
02-441-3107	LANDSCAPING	-	-	203	-	-	
02-441-3108	BUILDINGS	25,000	-	10,000	10,000	40,000	Facility improvements
	TOTAL CAPITAL EXPENDITURES	1,025,670	1,149,663	3,779,701	4,021,200	991,925	
	ADD/(SUBTRACT) OPERATING DIFFERENCE		(496,411)	(3,416,176)	(3,690,260)	(688,913)	
	TRANSFER OUT					(20,000)	transfer to SID#7 reserve funds
	TRANSFER IN				244,643	965,029	
	ENDING FUNDS AVAILABLE	0	8,665,165	5,248,989	5,187,255	5,443,371	

CONSERVATION TRUST FUND 07

CHERRY HILLS VILLAGE 2013 BUDGET WORKSHEET

The Colorado State Legislature requires the establishment of this fund if a local government desires to receive state allocations for the acquisition, development, and maintenance of park and open space properties. The Colorado Lottery is the primary revenue source of this fund.

		2010	2011	2012	2013	
DESCRIPTION		ACTUAL	ACTUAL	BUDGET	BUDGET	NOTES/EXPLANATIONS:
REVENUES:						
07-330-3358	COLORADO LOTTERY	55,551	57,673	50,000	50,000	Per Capita Share x 6229 (Non-Districted Population); numbers from the CO Department of Local Affairs
07-360-3611	INTEREST ON INVESTMENT	358	180	200	250	
07-360-3680	OTHER REVENUES	0	0	0	0	
TOTAL REVENUES		55,909	57,853	50,200	50,250	
EXPENDITURES:						
07-450-4521	TRAIL IMPROVEMENTS	606	1,533	15,000	35,000	Misc bridal/asphalt trail restoration (\$10,000), Water tap purchase and installation for Highline Canal trail tree irrigation (\$25,000)
07-450-4522	VILLAGE CENTER POND DREDGING	0	0	0	0	
07-450-4523	CHERRY HILLS ANNEX PARK	0	0	0	0	
07-450-4524	TRAIL LANDSCAPE PROGRAM	0	0	0	0	
07-450-4528	PARK PURCHASES	0	0	0	0	
07-450-6070	CONTINGENCIES	0	0	0	0	
TOTAL EXPENDITURES		606	1,533	15,000	35,000	
INCREASE TO RESERVES		55,303	56,320	35,200	15,250	
BALANCE IN RESERVES		481,631	537,892	573,322	588,570	
EMERGENCY RESERVES		1,677	1,736	1,506	1,508	

CATHERINE H. ANDERSON LAND DONATION FUND

CHERRY HILLS VILLAGE 2013 BUDGET WORKSHEET

In 2009 the City Council approved Resolution 4, Series 2009 that renamed Fund 8 the Catherine H. Anderson Land Donation Fund. The money in this fund is primarily intended to foster and encourage the preservation of natural open space through financial assistance to residents interested in preserving Village natural areas but may also be used by the Council for other park-related purposes from time-to-time. The primary purpose of this fund is for the acquisition of open space, parks and trails. This fund was originally established by the Subdivision Regulations of the City and will continue to derive revenue from fees paid by subdividers of property at the time a subdivision plat is approved. The fund also receives cash-in-lieu dedications associated with subdivision applications and any other monetary donations received by the City, including recreation reimbursements or charitable donations.

DESCRIPTION	2010	2011	2012	2013	NOTES/EXPLANATIONS:
	ACTUAL	ACTUAL	BUDGET	BUDGET	
REVENUES:					
08-320-3219 CASH IN LIEU OF LAND DONATIONS	0	0	0	0	
08-320-3220 DEVELOPMENT FEES	0	0	0	0	
08-320-3221 REC REIMBURSEMENT DONATIONS	3,091	2,088	1,000	1,000	
08-360-3611 INTEREST ON INVESTMENT	1,664	873	850	1,000	
08-360-3680 OTHER REVENUES	50,000	0	0	0	Movie night, Holiday Tree lighting event
08-360-3710 TRANSFER IN	0	0	0	0	Transfer from the General Fund
TOTAL REVENUES	54,755	2,961	1,850	2,000	
EXPENDITURES:					
08-450-9093 THREE POND PARK WATER	619	619	620	620	
08-450-9094 ENTRY FEATURE IMPROVEMENTS	0	0	0	0	
08-450-9095 PARKS & TRAIL IMPROVEMENTS	0	0	0	0	
08-450-9098 BELLEVIEW LANDSCAPE IRRIGATION	0	0	0	0	
08-450-6068 MISCELLANEOUS	3,000	0	0	0	
08-450-6070 CONTINGENCIES	0	0	0	0	
08-470-7080 TRANSFERS OUT	0	0	0	0	
TOTAL EXPENDITURES	3,619	619	620	620	
INCREASE/(DECREASE) TO RESERVES	51,136	2,342	1,230	1,380	
BALANCE IN RESERVES	385,900	389,796	391,059	392,435	
EMERGENCY RESERVES	1,643	89	56	60	

SID #7 BOND FUND

CHERRY HILLS VILLAGE 2013 BUDGET WORKSHEET

This fund has been established for collecting assessments and paying debt service on the bonds that finance the construction of a new water improvement system for the Cherry Hills Village residents of subdivisions Charlou Park addition and Charlou Park second addition. With the completion and acceptance of this construction project, Denver Water will extend its full service agreement to these 48 properties. The assessment is for 20 years and the first year of collection by Arapahoe County, the collecting agent will begin in 2001. Final payment is due December 15, 2020.

		2010	2011	2012	2013	
DESCRIPTION		ACTUAL	ACTUAL	BUDGET	BUDGET	NOTES/EXPLANATIONS:
REVENUES:						
13-360-3611	INTEREST INCOME	2,128	1,166	1,075	1,100	
13-360-3612	INTEREST ON ASSESSMENTS	53,142	52,559	59,420	39,616	
13-360-3630	ASSESSMENT REVENUE	47,830	70,920	70,867	55,136	
TOTAL REVENUE		103,100	124,645	131,362	95,852	
REDUCTION OF RESERVES		23,849	33,411	26,585	-	
TOTAL FUNDS AVAILABLE		126,949	158,056	157,947	95,852	
EXPENDITURES:						
13-470-4041	COUNTY TREASURER FEES	1,010	1,230	1,303	948	1% of interest+assessment revenue
13-470-7072	INTEREST EXPENSE	56,939	52,826	46,644	15,421	
13-470-7073	BOND PRINCIPAL PAYMENT	69,000	104,000	110,000	67,000	
TOTAL EXPENDITURES		126,949	158,056	157,947	83,369	
ADDITIONAL RESERVE FUNDS					20,000	Transferred from the Capital Fund
INCREASE TO RESERVES		-	-	-	12,483	
BALANCE IN RESERVES		180,415	146,358	119,571	153,119	
EMERGENCY RESERVES		3,093	3,739	3,941	2,876	

ARAPAHOE COUNTY OPEN SPACE FUND 14

CHERRY HILLS VILLAGE

2013 BUDGET WORKSHEET

This fund was created to account for sales tax revenues generated from the Arapahoe County Open Space ballot measure (resolution no. 030381). The City receives a shareback of the tax revenues collected. These funds may be used to acquire real estate, easements, and water rights and to improve, restore and protect open space. The funds may also be used to manage, patrol and maintain open space lands including construction costs, equipment and improvements. The funds also allow for environmental education programs.

DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2013 BUDGET	NOTES/EXPLANATIONS:
REVENUES:					
14-320-3200 OPEN SPACE SHAREBACK	112,957	121,196	110,000	110,000	
14-320-3220 SALES TAX COLLECTION FEE	1,648	1,767	1,500	1,500	5% of all open space tax collected by the City
14-360-3611 INTEREST ON INVESTMENTS	1,247	823	800	1,200	
14-360-3680 OTHER REVENUES	0	46,000	0	0	
14-360-3800 TRANSFERS IN	0	0	0	0	
TOTAL REVENUES	115,852	169,786	112,300	112,700	
EXPENDITURES:					
14-450-9091 TRAIL IMPROVEMENTS	12,266	81,220	95,000	102,000	Fence Material for City wide Parks and Trails (\$12,000), Concrete repair on City sidewalks (\$30,000), Bank Stabalization for Little Dry Creek in Woodie Hollow Park (\$50,000), Irrigation pipe, misc part, valves for Highline Canal trail tree irrigation (\$10,000)
14-450-9092 PARK IMPROVEMENTS	0	115	7,500	0	Cat Anderson Property: tree trimming (\$7,000) and consultant (\$30,000)
14-450-9093 OTHER EXPENDITURES	0	455	7,500	37,000	
TOTAL EXPENDITURES	12,266	81,790	110,000	139,000	
INCREASE TO RESERVES	103,586	87,996	2,300	(26,300)	
BALANCE IN RESERVES	379,439	465,817	469,842	443,530	
EMERGENCY RESERVES	3,476	5,094	3,369	3,381	

WATER AND SEWER FUND 20

CHERRY HILLS VILLAGE 2013 BUDGET WORKSHEET

The City is currently involved in a program to incorporate the water and sewer districts located within the City boundaries into the municipal government. With this ongoing action, the City desires to account separately for the funds allocated to the project and its associated utility function. For this reason, the Water and Sewer Fund was created to account for all revenues and expenses associated with the consolidation and operation of water and sewer utilities coming under the auspices of the City of Cherry Hills Village.

DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 BUDGET	2012 Estimate	2013 BUDGET	NOTES/EXPLANATIONS:
BEGINNING FUNDS AVAILABLE	937,483	824,678	808,513	808,513	666,838	
REVENUES:						
20-320-3220 TAP FEES	12,000	61,800	0	0	0	
20-320-3226 SEWER ADMINISTRATION FEES	2,868	2,749	1,812	1,812	1,812	\$12/yr to those with Englewood total service agreements. (151 homes)
20-320-3228 SEWER REPAIR & MAINTENANCE	41,250	34,050	22,650	22,650	22,650	\$150/yr for repairs and maintenance to those with Englewood agreements. (151 homes)
20-360-3611 INTEREST INCOME	1,569	788	800	1,830	800	
20-360-3680 OTHER REVENUES	175	0	0	0	0	
TOTAL REVENUE	57,862	99,387	25,262	26,292	25,262	
EXPENDITURES:						
20-461-4043 LEGAL COUNSEL	9,063	3,847	15,000	13,000	15,000	
20-461-4044 CHERRYMOOR SOUTH EXPENSES	0	158	0	0	0	
20-461-4046 CHARLOU	0	0	0	0	0	
20-461-4047 ENGLEWOOD FIRE HYDRANT	0	0	1,200	1,200	0	
20-461-4049 OTHER CONTRACTUAL SERVICES	2,484	7,581	0	0	10,000	
20-461-5052 SEWER REPAIRS AND MAINTENANCE	130,560	81,528	300,000	125,000	100,000	Needed repairs to sewer lines discovered in engineering analysis.
20-461-6063 TRAINING, DUES & SUB	1,810	1,810	2,017	2,017	2,017	Technical Advisory Committee Membership
20-461-6068 MISCELLANEOUS EXPENSES	0	0	0	0	0	
20-461-7050 DEPRECIATION	26,750	23,612	26,750	26,750	26,750	
TOTAL EXPENDITURES	170,666	118,535	344,967	167,967	153,767	
INCREASE TO RESERVES	(112,805)	(19,147)	(319,705)	(141,675)	(128,505)	
BALANCE IN RESERVES	822,942	805,531	488,050	666,049	537,575	
EMERGENCY RESERVES	1,736	2,982	758	789	758	

PARKS AND RECREATION FUND 30

CHERRY HILLS VILLAGE
2013 BUDGET WORKSHEET

The Parks and Recreation fund was established for the purpose of accounting for costs related to exclusion by the City from the South Suburban Park and Recreation District and to establish certain park and recreation functions within the City of Cherry Hills Village.

PERSONNEL SUMMARY		2010	2011	2012 Budget	2012 ESTIMATE	2013 BUDGET
City Employees:						
	Park and Trail Administrator	1	1	1	1	1
	Parks Worker II	2	3	3	3	3
	Crew leader	1	1	1	1	1
	Clerk	0.5	0.5	0.5	0.5	0.5
	Seasonal	5	3	6	6	6
	Total	9.5	8.5	11.5	11.5	11.5
BEGINNING FUNDS AVAILABLE		90,668	825,009	1,055,694	1,082,527	1,102,043
REVENUES:						
	ASSESSED VALUE	353,167,210	355,035,750	300,757,410	300,757,410	301,972,720
	Mill Levy	7,422	6,422	6,422	6,422	6,422
	Debt service mill levy (abated)	1,605	1,320	1,427	1,427	1,418
	Applied mill levy	5,817	5,102	4,995	4,995	5,004
30-310-3111	CURRENT PROPERTY TAXES	2,120,972	1,799,264	1,502,283	1,502,283	1,511,071
30-310-3121	SPECIFIC OWNERSHIP TAX	136,806	0	109,818	109,818	97,588
30-360-3611	INTEREST INCOME	15,303	11,586	10,000	16,551	14,000
30-360-3680	OTHER REVENUES	0	0	0	-	7,200
	TOTAL REVENUE	2,272,880	1,810,850	1,622,101	1,628,652	1,629,859
EXPENDITURES:						
	PERSONNEL SERVICES	283,760	284,449	314,216	338,587	319,523
30-432-1011	PERSONNEL SERVICES	21,728	21,915	21,995	27,648	25,562
30-432-1013	SOCIAL SECURITY TAXES	4,138	4,221	4,500	4,222	4,500
30-432-1014	RETIREMENT 401 MANAGEMENT	4,438	5,558	4,500	9,458	8,300
30-432-1015	RETIREMENT 457	38,889	42,719	52,350	52,125	57,338
30-432-1016	HEALTH-LIFE-DENTAL INSURANCE					
30-432-1018	UNIFORMS	2,472	2,895	3,500	2,516	3,500
30-432-1019	OVERTIME	205	1,450	2,500	2,065	2,500
	TOTAL PERSONNEL SERVICES	355,629	363,207	403,561	436,621	421,222
SUPPLIES AND MATERIALS:						
30-432-2021	OFFICE SUPPLIES/PRINTING	220	470	2,000	1,006	2,000
30-432-2023	PLANT SUPPLIES	2,038	1,344	3,500	200	2,500
30-432-2025	GENERAL INFRASTRUCTURE MAINT	13,232	9,285	25,000	12,520	16,200
30-432-2026	SNOW AND ICE MELT	0	112	1,000	-	1,000
30-432-2027	PARK SIGNAGE	85	634	1,500	2,602	1,000
30-432-2028	SPECIAL MATERIALS	2,717	3,640	3,500	3,397	3,500
	TOTAL SUPPLIES AND MATERIALS	18,292	15,485	36,500	19,725	26,200

NOTES/EXPLANATIONS:

1 Mill moved to Capital Fund
Debt incurred prior to the exclusion that is due to South Suburban.
Moved a portion of specific ownership tax back from the Capital Fund to balance
3% Increases
10% Health Increase
Boots \$600 (5 pair), pants \$1,200 (4 pair per employee); coats \$500 (1 per employee) and shirts \$800 for 4 fulltime people and shirts for seasonal workers, \$400 Misc uniform expense
Snow removal
Office supplies and mailings (Certified letters to residents, copying for grant packets, general administrative office supplies)
Park and entryway flowers and supplies (Village center flower beds, Volunteer Park bed, Holly and Quincy flower beds)
\$3,000 for repairs to shelters (West John Meade Park Shelter: Wood, Paint and other materials needed), playground equipment (John Meade Playground), walks and trails; \$8,200 in fence repair (Trails and ROWs), \$1,000 trash bags, \$1,000 pet pick ups, \$3,000 weed control materials
For hard surface trail trouble spots
Repair and replacement of park and trail signage (Park signage that is need of replacement and/or repair)
Lumber, paint, hardware and anything not anticipated

30-432-3032	WATER	21,135	20,848	30,000	28,713	30,000	Cost of water for irrigation of all parks and trails and watering of trees in winter months. Increase in water costs. \$5,000 CHV East Water District.
30-432-3033	COMMUNICATIONS	2,090	1,917	3,200	2,379	3,200	Verizon Wireless phones for Parks employees, \$375.00/year will go towards Wifi connection to hand held GPS system
	TOTAL UTILITIES	23,226	22,765	33,200	31,092	33,200	
	CONTRACTUAL SERVICES:						
30-432-4041	COUNTY TREASURER FEES	21,210	20,564	15,023	15,182	15,111	1% of Property Tax revenues
30-432-4043	LEGAL/SURVEYING	3,522	4,097	5,000	2,000	4,500	Document and easement review \$1,000; surveying \$4,000
30-432-4047	FORESTRY/ROW TREE MAINT.	15,900	36,647	30,000	29,779	30,000	Tree planting in parks and Trails (Highline Canal Phase I of Tree Planting Plan) \$18,000 (watering included); \$9,000 spraying contract; \$3,000 for High Line tree pruning.
30-432-4048	VEHICLE MAINTENANCE CONTRACT	20,884	18,687	16,000	18,832	16,000	Cost of PM program provided by the City of Englewood
30-432-4046	ENGINEERING	890	9,327	4,000	(1,572)	4,000	For new and existing structures and projects
30-432-4049	OTHER CONTRACTUAL SERVICES	3,926	0	4,350	2,130	4,500	Trash services \$2,350; West Nile mosquito spraying \$2,000
	TOTAL CONTRACTUAL SERVICE	66,332	89,322	74,373	66,351	74,111	
	MAINTENANCE:						
30-432-5052	EQUIPMENT MAINTENANCE	4,415	4,267	6,000	2,825	6,000	\$3,750 small equipment repair; \$2,250 for skidsteer trade in
30-432-5053	VEHICLE MAINTENANCE	-213	3,531	4,500	6,943	4,500	Cost to maintain vehicles above and beyond the scope of the PM contract with the City of Englewood. \$1,000 for sweeper parts.
30-432-5054	GASOLINE-OIL	18,372	24,763	23,100	22,711	25,000	Cost for fueling vehicles
30-432-5055	GROUNDS MAINTENANCE/IMPROVED	23,201	12,954	25,000	22,693	20,000	Entry features. City center and parks including additional tree planting, sprinkler system upgrades and sod. Holiday lights. 10 new stone benches with plaques to replace broken or worn out benches throughout the City. Restoration of Happy Canyon and Quincy entry feature.
	TOTAL MAINTENANCE	45,774	45,515	58,600	55,172	55,500	
	OTHER EXPENSES						
30-432-4045	EXCLUSION EXPENSE	2,135	0	0	-	0	Legal fees related to the exclusion
30-432-6063	TRAIN-DUES-TRAVEL-SUB	2,679	2,962	4,000	2,741	4,900	(\$500) CPRA Dues, (\$1,500) CPRA Conference, (\$1,000) Pro Green, (\$350) Pesticide License, (\$350) Certified Parks and Recreation Professional certification, (\$1,200) Team Building
30-432-6064	TESTING-PHYSICALS	133	458	1,500	347	1,500	Drug testing and yearly physicals, full-time and seasonal employees
30-432-6067	SPECIAL EVENTS	8,348	7,884	10,000	11,563	10,000	Movie Night (August) \$3,500, Annual Holiday Lighting event (December) \$3,500, Car Show (September)\$3,000.
30-432-6068	MISC EXPENSE	3,309	3,981	5,000	4,076	5,000	Includes hiring costs and \$2,400 auto allowance.
30-432-6069	RECREATION REIMBURSEMENT	207,685	207,223	210,000	196,747	210,000	Money paid to the residents for qualifying recreation activities, up to \$500/household.
30-432-7071	EQUIPMENT	9,147	12,160	13,000	12,333	15,800	Shovels, rakes, truck generators and small power tools for park maintenance (\$4,000); Other Misc equipment needed (\$2,500), (\$2,000) to purchase software license for Tree Keeper software (will be used to inventory and GPS coordinate Village tree inventory), snow plow and truck attachments for Public Works Ford Ranger XLT (\$3,375), trail crossing lights (2x\$1,400=\$2,800), Misc (\$1,125).
30-432-7075	ADMINISTRATIVE SERVICES	25,000	25,000	25,000	25,000	25,000	Property casualty, sewer, electric, janitorial, phone, audit, workers comp
	TOTAL OTHER EXPENSES	258,434	259,668	268,500	252,807	272,200	
	ASSET PAYMENT EXPENSES						
30-432-7072	INTEREST EXPENSE	59,486	35,834	14,313	14,313	12,642	2 year Treasury Note for 2012 interest payment is .25%
30-432-7073	PRINCIPAL EXPENSE	708,017	721,537	733,054	733,054	734,784	
	TOTAL PAYMENT EXPENSES	767,503	757,371	747,367	747,367	747,426	
	TOTAL OPERATING EXPENSES	1,535,191	1,553,333	1,622,101	1,609,135	1,629,859	
	CAPITAL EXPENDITURES	3,348	0	0	0	0	Moved to Capital Fund
	TOTAL EXPENSES	1,538,539	1,553,333	1,622,101	1,609,135	1,629,859	
	ADD/(SUBTRACT) OPERATING DIFFERENCE	734,341	257,517	(0)	19,517	0	
	TRANSFER TO CAPITAL FUND			(244,643)		0	
	ENDING FUNDS AVAILABLE	825,009	1,082,527	811,051	1,102,043	1,102,044	